LOGAN LIBRARY
TECHNOLOGY PLAN
2004-2006 Update

PART I GOALS AND OBJECTIVES 2004-2006

I.   GOALS FOR 2005-2006 FISCAL YEAR

    Continue expansion of the library's interactive capabilities
    with the public and with other libraries with an emphasis on
    enhancing public access to resources.
    A. Continue the development and expansion of the electronic
    resources for the library.
    B. Develop the electronic notification capabilities of the Sirsi
    UnicornOasis product.

II. GOALS FOR 2004-2005

    A.   Plan and prepare for a new facility including physical
         network and personal computer requirements.
    B.   Continue to expand and enhance the library's online
         full-text electronic resources.

PART II   TECHNOLGY TRAINING STRATEGY (2004-2006)

I.   TRAINING STRATEGY FOR LIBRARY STAFF

    A.   The library staff will continue to participate in City
         of Logan Information Services sponsored technology
         training workshops and programs.
    B.   The library staff will continue to participate in other
         technology training workshops and programs as available.

II. TRAINING STRATEGY FOR GENERAL PUBLIC

    A.   The library maintains staff with background to support a
         library customer technology training program.
    B.   The library has developed its own in house training
         program for the public.

Part III   LOGAN LIBRARY ASSESSMENT PLAN

I.   INTEGRATED INFORMATION SYSTEMS ASSESSMENT PLAN
    A.   The Library participates fully with the Information
         Systems Department of the City of Logan in monitoring
         and managing the telecommunications and computer
         resources of the library. This plan requires the
         assessment and review of all library hardware and
         software every year. Documentation is maintained on

every piece of hardware in the library. Upgrading of all computer equipment and city-supported software is completed on a regular schedule.

B. The library has hired or trained existing library staff to manage and maintain library supported software and databases. All products are evaluated on a regular basis with monthly reports being submitted to the library director.

PART IV.   TECHNOLOGY BUDGET PLAN

LOGAN LIBRARY TECHNOLOGY PLAN

A. The Library participates in the Information Systems budget program of the City of Logan. This plan includes regular assessment and funding of the library's technology resources based on existing resources and projected needs. The budget includes a City approved and adopted formula for allocating funding per personal computer which funding covers existing maintenance needs as well as projected replacement requirements. This budget is reviewed annually by the Library staff, the Information Systems staff, the Library Board, and City Administration and the City Council.

B. The Library actively seeks for public and private supplemental funding to continue the development and enhancement of the library's technology resources.

Part V   TECHNOLOGY PLAN EVALUATION PROCESS

LOGAN LIBRARY TECHNOLOGY EVALUATION PROCESS

A. The Library's technology resources are evaluated annually through the City established technology assessment program. All hardware, software, and telecommunications resources are reviewed annually by the City's Department of Information Services. A commercial network based product is used to provide a comprehensive and accurate analysis. This review also includes all network services, server resources, and integrated software systems.

B. The Library staff reviews and evaluates all library related technology resources on a regular basis. In house personal computers, software, CD-ROM products and online databases used by both the library staff and the general public are evaluated and maintained by the library's electronic resources librarians following the library's "Guidelines for Acquisition and Selection of Electronic Resources".

PART VI   HISTORY OF AUTOMATION AT THE LOGAN LIBRARY

I. AUTOMATION OF THE LOGAN LIBRARY:

In March 1978 the Logan Library Board accepted a proposal from the Library director and staff to acquire automation services from OCLC for the Library. Installation of the OCLC terminal occurred in January 1979.

A. CATALOGING 1979:

Marc records are created for Library's collection. Cards generated from the OCLC system are used to update and create an accurate card catalog for the Library. Approximately 95% of the collection is re-catalogued using the OCLC marc record format.

B. INTERLIBRARY LOAN 1980:

Computerized interlibrary loan services begin at the Library.

II. RETROSPECTIVE CONVERSION 1980-1987:

Retrospective conversion of the Library's collections was completed bringing the automated cataloging up to current AACRII standards.

III.INLEX 1983:

In 1981 the Library board approved the recommendation from the library director and staff to acquire an on-line library automated system to provide an on-line catalog, and circulation system for the Library. Following a review of available library automation packages and approval of funding by the city council, the Library purchased library automation software from Electric Memory, Inc. The hardware was purchased from Hewlett Packard. The mainframe was shared with the City of Logan.

Note: Electric Memory changed names to Inlex, Inc. and is referred to as such throughout this document.

Inlex assisted in the installation of the library management system and initiated the loading and creation of the on-line catalog on the Hewlett Packard 3000 mainframe.

A. ON-LINE CATALOG 1984:

The Library contracted with the University of Utah, in coordination with the State Library to strip the Logan Library's marc records from the state OCLC tapes. These tapes were then loaded into the Inlex system to create the on-line catalog.

B. BAR CODING/ITEM RECORDS 1985-86:

The collection had never been bar-coded, therefore it was necessary to manually place a bar code in each item and to create an item record in the Inlex system. This process took thirteen months. The on-line catalog was made available to the public in December 1985 when the Library opened its new facility.

C. CIRCULATION SYSTEM 1986:

The circulation system was not brought on-line until September 1986, due to political reasons. The decision was made to have all patrons re-register for library cards on the new system. Re-registration began in May 1986. Patron records were created by the circulation staff in the Inlex system as applications were submitted by the public.

D. CATALOGING/EDITING 1986-:

Following the completion of the on-line catalog with existing marc records the decision was made to create marc records for all items in the Library's collections. Adult paperback books, hardbound periodicals, the archives collection, microform collection and other assorted collections were catalogued using the marc format creating a comprehensive automated marc format catalog.

E. REPORTS 1986-:

The Inlex system provided a reporting system for circulation, database maintenance, patron records and other measures to monitor the usage and effectiveness of the Library's collections.

F. KEY WORD EXTRACTION 1990:

The size of the Library's main frame prevented activating key word search capabilities for anyone but the staff. In 1991 the Library upgraded its main frame to an HP 3000 Series 937 RISC, no longer sharing it with the City of Logan, which allowed full access to the key word capabilities by both the staff and the public.

G. AUTHORITY CONTROL 1991:

The Library contracted with Blackwell North America, Inc. to process our marc records and create authority records for the on-line catalog. They updated our library headings in the MARC format to Library of Congress most recent practices and standardized our headings for filing purposes and provided cross references for use in the on-line catalog.

IV. PERSONAL COMPUTERS 1990 -:

The Library acquired its first (non-OCLC) personal computer in 1990. It's major function was to provide computerized ordering for the Library and to provide basic word processing. In 1992 three additional personal computers were acquired to expand the

capabilities of the library in word processing, graphics, and production. The library currently uses the following personal computer software packages: Word Perfect, Quatro Pro, Lotus 123, Quicken, Pagemaker, Correl Draw. These software programs are used to meet the day-to-day operational needs of the Library and also to produce the following documents: "Community Information File", "Archives Catalog", "Serials Catalog", "Play Index", "End Pages", "Library Annual Report".

V. REFERENCE SERVICES 1990-:

The Library began development of automated reference services in 1990 with the acquisition of the EBSCO MAS CD-ROM index. This provided the public with its first direct access to computer-based reference services.

"Books in Print" was added in 1991, but is currently limited to staff access only. In 1993 this was upgraded to "Books in Print plus Reviews". This CD-ROM resource is located at the reference desk and inquiries from the public can be answered at this point. In 1991 the Library added EPIC to the services provided by OCLC. This service is provided through staff access only. Requests are made at the reference desk and the trained staff conducts the search and relays the information to the patron.

In 1992 the Library added "American Heritage Dictionary" on the personal computer at the reference desk. This is limited to staff access but is used to answer questions presented by the public at the reference desk.

In 1992 the Library established access to the Utah Data Center. Information downloaded from this database is made available to patrons at the reference desk in either print or disc format.

VI. LIBRARY NETWORK - SOFTWARE--CD-ROM--INTERNET 1993-95:

The Library established a computer network within the Library in 1994. The network was designed to improve the efficiency of the library staff through the effective use of available, plus future computer software and equipment. The network was designed to expand as resources permit to allow the public and the library staff direct access to computer resources, both on-line and CD-ROM.

The Library began preparations for providing internet services during 1993 and connected the first personal computer to the internet in April 1994. Access was limited to the library staff. In 1995 internet access was expanded and made available to the general public. Four personal computers were acquired and appropriate software loaded to provide the public with Netscape access to the internet resources.

VII. UPGRADE OF DRA Inlex software to version 32.1o AND RELATED IMPROVEMENTS 1997

The library began planning for the DRA Inlex version 32 upgrade in 1996. The dumb terminals being used at the circulation desk were replaced with personal computers which would allowed the addition of laser guns for check out and for receipt printers. The equipment changes were implemented in early 1997 and in April of 1997 Version 32.1o was loaded on the system.

VIII. UPGRADE OF DRA Inlex software to version 33.0 AND other IMPROVEMENTS 1999

During 1999 the library installed DRA Inlex version 33.0 which brought the library's software into compliance for Y2K. The library also installed HP MPEiX version 6.0 which brought the operating software for the HP into compliance for Y2K.

IX. UPGRADE OF HP3000 TO NT SERVER AND CONVERSION OF INLEX SOFTWARE TO TAOS 1997-00

The library migrated to Taos in November 2000. DRA was purchased by Sirsi Corporation in 2001. The Taos product was discontinued in 2002.

X. MIGRATION FROM TAOS LIBRARY MANAGEMENT PACKAGE TO SIRSI UNICORNOASIS LIBRARY MANAGEMENT SOFTWARE 2002

The library migrated to Sirsi UnicornOasis in November 2002. During 2002 and 2003 the library continued the adjustment to the UnicornOasis product adding services and resources throughout the year.

XI. E- REFERENCE AND ELECTRONIC RESOURCES 2002-03:

During 2003 the library completed its review of electronic resources and added approximately 42,000 titles to its collections for public use.
During 2003 the library establish catalog links with all available public and academic library institutions in the stat of Utah.
During 2002 the library added assitive technology equipment to be used by the blind, visually and physically disabled patrons.

XII. ONLINE COMPUTER MANAGEMENT SYSTEM 2004

During 2004 the library added PC reservation software to manage the use of the library's public online computers. This system allows patrons to reserve time on the public computers and ensures fair and equal access to patrons. The system is limited to in house usage.

XIII. E-MAIL NOTIFICATION 2005

On February 1, 2005 the library implemented e-mail notification for all overdue, bill, and holds notices. More than 8,000 e-mail addresses were entered in the system before implementation. The library is averaging close to 50% of all notices now being

delivered by e-mail.